Larimer County Extension Advisory Committee Minutes

May 9, 2018


On phone: Commissioner Lew Gaiter and Susan Bonsall.

Chair Harry Love called the meeting to order at 8:10 a.m.

Larimer County Director Kerri Rollins introduced herself to members that may not have been present at the March 7, 2018 meeting and reviewed the meeting agenda.

Kerri Rollins presented LaVon Blaes with a card and thanked her for many years of service on the Extension Advisory Committee. Committee members voiced their appreciation as well.

Minutes of the March 7, 2018 meeting were approved.

Information Items

Google Training – Kerri thanked the Committee members who attended the recent Google Drive training. Kerri reviewed the team drive aspect and said she will be placing documents there for review, as well as continuing to email them to members.

Extension Advisory Board Appointments – Kerri shared that Alison O’Connor advised the Master Gardeners about openings on the Committee and asked current members to recruit as well. Any new members will be beginning their term with the July meeting. Kerri is developing an orientation notebook for the new members.

Extension Office Move – Kerri shared that the Extension Office may be moving to The Ranch in the next three to five years. Five planning committees are being formed and will be meeting at least through the end of 2018 as the design phase is discussed. A design firm has been hired, but an official announcement hasn’t been released yet as to who it is. Pam Harrold brought up the topic of public transportation concerns for the population that Extension serves. Kerri shared that discussions have begun about adapting bus routes to include stops at The Ranch.

CSU Summer Intern – Extension applied for and was awarded a $4000 stipend through CSU for a Summer intern. Madison Tatum begins on May 23 and will work 35 hours a week up to 400 hours. This will be over the course of approximately ten weeks. Madison will be working to “tell our story” and help us get it out into the community. She will be working on communication projects and creating audience and market analyses.
Extension Departments/Agents Updates – Kerri reviewed updates provided by the Extension agents specific to their programs. It was suggested when updates are prepared to include the name of the agent and their program. Dixie Dick suggested agents sign up to attend an occasional EAC meeting so Committee members can get to know them. It is nice to match a name with a face.

Presentation/Discussion:

Showcase Follow-up – Discussion was held regarding:
- Should the date be changed to January or February as kick-off to planning process?
- Community outreach/surveys
- Brainstorm different agencies and contacts that could get involved
- What is purpose? Is it looking back or forward?
- Videos and live speakers
- Connect with what we do with other agencies
- Kerri added a sheet to current spreadsheet for members to add contacts
- Email blast with “save the date”
- Consider timing of Legislature dates/session for 2019

Extension Advisory Committee – Discussion was held regarding:
- Meeting times/dates/frequency. Morning meetings preferred
- Challenge to members from Kerri that they attend Extension events and report back
- Bylaws review and share thoughts with Kerri. Ronda Koski will compile and present at September meeting

Extension Planning Effort – Kerri asked everyone their opinions on future planning of Extension and if they felt it should be aggressive (a “deeper dive”) or conservative (a “shallow dive”). Discussion addressed very topics including:
- Demographics
- Focus groups
- Partnerships/Stakeholders
- New opportunities
- Cross-integration with our agents
- Tradition and saliency
- Website

Larimer County Fair – Discussion was held regarding:
- What is EAC’s role at the fair
- Educational element
- Eliminate the felt board display
- Creating a magnet with agents’ subject area and contact information
- Create a Power Point presentation that will show fair visitors what Extension does and highlights of programs/events. Sue Ballou offered to create it.
- Suggested having a computer at Extension’s display table to access CSU fact sheets and email them to visitors

The next meeting will be held July 11, 2018 at 8:00 a.m. – Larimer County Extension Office

Meeting was adjourned at 10:15 a.m.

Submitted by Paula Petroff